

## Copy editor

VIRTUAL STUDENT FEDERAL SERVICE



Project Title	Copy editor
Project Summary	We seek a copy editor for a weekly English-language newsletter published for employees and family members of the U.S. Embassy in Lima, Peru
Country	Peru

## Project Description

Edit a weekly English-language employee newsletter to comply with the office Style Guide, Embassy Style Guide, and The Chicago Manual of Style. The newsletter is published Thursday afternoon. Copy editing occurs Wednesdays and Thursday mornings. The newsletter is between 10 and 25 pages. Must have familiarity with and access to Microsoft Publisher.

## Required Skills or Interests

Skill(s)

Editing and proofreading

## Additional Information

*None*

## Language Requirements

*None*